Job Description

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| **Job Title** | **Primary Teacher**  |
| **Purpose of Role** | * To inspire, motivate and challenge through the detailed planning and delivery of high quality learning experiences leading to good progress and outcomes for all pupils.
* To manage behaviour effectively to ensure a good and safe learning environment and high quality pastoral support. Promote personal development and the welfare of pupils.
* To fulfill the wider professional responsibilities of being a teacher, through supporting policies & initiatives and as detailed within the Teachers’ Standards as set out by the DfE.
* Coordinate and develop your curriculum area contributing to whole Academy improvement priorities.
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| **Responsibilities To:** | SLT |
| **Salary Grade** | MPS/UPS |
| **Main Duties** | **TEACHING LEARNING AND ASSESSMENT:**Follow the Academy guidance on Teaching and Learning and ensure that you:* Plan effective lessons that take into account students EHCP outcomes and speech and language needs so all students learn well. Developing and consolidating their knowledge, understanding and skills, working collaboratively with other staff where required.
* Take lead responsibility for an area of the curriculum, including curriculum design and qualifications and the line management of staff in your curriculum area.
* Embed the teaching of reading, writing and communication, and where appropriate, mathematics enabling students to make good progress throughout the curriculum
* Maintain and use secure knowledge and understanding of the KS2 national curriculum to plan learning that sustains students’ interest and challenges their thinking.
* Work in accordance with the Academy’s homework policy , to set homework for students that consolidates learning and prepares students well for the next steps in learning,
* Work in accordance with the Academy’s assessment policy to use prior assessment data and regular assessment information to set appropriate and demanding expectations for pupils' learning, motivation and presentation of work.
* Undertake a range of assessment, reporting and recording tasks as agreed within Academy policy in a timely and professional manner including the maintenance of accurate records of pupils’ work.
* Work in accordance with the Academy’s marking policy to mark, monitor and return work within a reasonable and agreed time span providing constructive oral and written feedback and clear targets for future learning as appropriate.
* Use assessment data to identify pupils who need further support to make expected progress and take action to address the issues.
* Be familiar with the SEN Code of Practice for identification and assessment of Special Educational Needs (including Gifted and Talented) and keep appropriate records on Individual Education Plans for pupils.

**BEHAVIOUR AND ATTENDANCE*** Work collaboratively with tutors, pastoral staff and the multi-agency team to promote high expectations for attendance (linked to progress), setting work for pupils who are persistently absent from Academy or excluded.
* In accordance with the Academy’s behaviour policy, set high expectations for pupils' behaviour and maintain good discipline by establishing a purposeful working atmosphere.

**PASTORAL WORK:*** Support all students to become confident, self-assured learners with excellent attitudes to learning which has a strong, positive impact on their progress and who are well equipped for the next stage in their education, training or employment.
* Undertake the role and responsibilities of a Tutor.
* Be the first point of contact for parents of student in the Tutor Group.
* Monitor (and set targets for) the social and academic progress of individuals in the Tutor Group.
* Lead and understand the annual review process for tutees EHCP outcomes in relation to the SEN code of practice.
* Promote good attendance and monitor in accordance with the Academy's attendance policy.
* Use Tutor Role to ensure pupils are ready to learn. Be familiar with case management to make referrals for additional support and to share information.

**PROFESSIONAL STANDARDS:*** Support the aims of the Academy to promote a positive and aspirational learning environment.
* To treat all pupils fairly, consistently and without prejudice.
* Promote equality of opportunity and an acceptance of diversity, tackling the use of derogatory or aggressive language and challenging stereotyping and prejudice-based bullying.
* Set a good example to students in terms of appropriate dress, standards of punctuality, attendance and conduct.
* Promote the aims of the Academy by attending and participating in appropriate events, e.g. Open Evenings, Options Evenings etc.
* Support the ethos, policies and code of conduct for the Academy.
* Take responsibility for own professional development and participate in staff training when provided.
* Reflect on own practice as well as the practices of the Academy as part of Academy self-evaluation.
* Participate in the management of Academy by attending various team and staff meetings.
* Ensure that all deadlines are met as published in the Academy calendar.
* Be proactive and take responsibility for matters relating CP, Safeguarding and health and safety.

All duties in the job description may be varied to meet the changing demands of the Academy at the reasonable direction of line manager and the Headteacher and are reviewed annually. This job description indicates the way the post holder is expected and required to perform and complete the duties as set out. |